

~~TOP SECRET~~  
Security Information

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DIARY  
Exec. Officer (Admin) DD/I

Monday, 9 February 1953

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1. Attended with [REDACTED] the Director's meeting with the Assistant Directors, at which time Budget Director's request for review of the 1954 Budget was discussed. It was agreed that, considering all of the measures and safeguards which the Agency has taken during the past year, another detailed review of operations was not warranted at this time. Instead, the Director would request a certification from the Deputy Directors that their estimated requirements represent in their judgment the minimum necessary to carry out the essential missions assigned to their area. Latitude would be given to the Deputy Director as to the nature and extent of the review to be undertaken. The Director also determined that in the light of the reductions that have already been made in the original budget estimates as well as the need of the Agency to assure flexibility in its operations that he would request of the Budget Director that no further reduction be made in the 1954 budget estimates as originally approved by the Bureau of the Budget. The DD/I and DD/P were requested to suggest revisions of the draft memorandum to them from the DCI in the light of determinations at the meeting. [REDACTED] requested that I prepare a revision for his consideration.

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2. Had further discussion with [REDACTED] O/CI, regarding the proposed area familiarization travel of [REDACTED]. It was agreed that inasmuch as the proposed contact with DD/P personnel [REDACTED] did not appear justified, that the proposed letter to DD/P would be revised eliminating any contact with DD/P personnel.

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3. Held discussions with both [REDACTED] to assure that the information that would be requested from the DD/I offices would be in line with the determinations reached at the Director's morning meeting. It was agreed that I would be afforded an opportunity to review the budget forms to be completed by our offices prior to their reproduction and that I would meet with our personnel to request the submission of the necessary data.

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4. Attended the DD/A staff meeting at which various administrative items were discussed. [REDACTED] emphasized the need for the administrative offices to expedite the revision of the administrative regulations under the new program.

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